

ARMY AGR VACANCY ANNOUNCEMENT

ARIZONA ARMY NATIONAL GUARD

ACTIVE GUARD AND RESERVE

HUMAN RESOURCE OFFICE

5636 East McDowell Road, Phoenix, AZ 85008-3495

PHONE (602) 629-4804; DSN 853-4804

WEBSITE: www.dema.az.gov

ANNOUNCEMENT NUMBER: 17-399AG DATE: 25 September 2017 CLOSING DATE: 10 October 2017

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:

SR BUDGET ANALYST, 001A/03, SSG, 36B3O

APPOINTMENT FACTORS: OFFICER: WARRANT OFFICER: ENLISTED: X

LOCATION OF POSITION:

WAATS BDE S1, (W7V0AA), 22440 E. PINAL AIR PARK ROAD, RED ROCK, AZ 85145

AREA OF CONSIDERATION: This position is in the Active Guard and Reserve Force and is open to current members of the Arizona National Guard in the pay grades of **E-5 – E-6**. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position, applicants must meet minimum qualifications as outlined within this announcement.

NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.198012.

NOTE: Selectee must complete 36B qualification within 12 months of entry into the AGR program per NGR 600-5.

INSTRUCTIONS FOR APPLYING: IAW NGR 600-5, paragraph 2-2, the documents listed **WILL** be submitted “AS A MINIMUM”. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the Soldier as eligible. **Failure to do so may result in a finding of ineligibility and may cause the applicant to lose consideration for this position.**

- a. NGB Form 34-1 (Application for Active Guard/Reserve (AGR) Position). Ensure that you annotate both announcement number and position title on the top of page one, of the application.
- b. AZ ARNG Form 34-1 (13 Feb 98).
- c. AZNG Form 335-4-R (1 Apr 1992).
- d. Most recent Medical Protection System Individual Medical Readiness (IMR) Record accessible through Army Knowledge Online AKO. The IMR must be dated within the last 12 months to be valid.
- e. Officer Evaluation Reports (OER) or/ Noncommissioned Officer Evaluation Report (NCOER) as required by the position announcement for the past 5 years if applicable.
- f. Certified (validated) copy of Officer Record Brief (ORB) or Enlisted Record Brief (ERB) as appropriate.
- g. Current Retirement Points Accounting Management (RPAM) Statement (NGB Form 23B (Army National Guard Retirement Points History Statement)).
- h. DA Photograph in military uniform taken within the last 24 months is required. DA Photographs are valid for five years.
- i. DA Form 705 (APFT), encompassing the last 5 years or as applicable (ensure that height and weight are annotated). Profiles must be attached if applicable.
- j. Body Fat Worksheet (DA Form 5500-R) if applicable.
- k. All DD Form 214's or NGB Form 22's
- l. DD Form 369 (Oct 2011) Police Record Check

USE OF GOVERNMENT RESOURCES TO SEND APPLICATIONS IS PROHIBITED AND WILL NOT BE ACCEPTED BY THE HUMAN RESOURCES OFFICE THIS INCLUDES THE USE OF GOVERNMENT FAX MACHINES TO SEND APPLICATIONS, FAXING APPLICATIONS FROM GOVERNMENT OR CIVILIAN FAX MACHINES, OR BY USING THE GOVERNMENT MAIL SYSTEM. ALL APPLICATIONS MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT IN PERSON OR BY MAIL.

**** We recommend that you have a member of your unit review your application prior to submission to our office. ****

POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must be a current member or be eligible to become a member of the Arizona (ARMY) National Guard and must meet the eligibility requirements to possess the MOS/AOC: **36B**

APPOINTMENT REQUIREMENTS:

1. Must meet the medical fitness standards for retention per AR 40-501, chapter 3.
 2. Soldiers must meet the physical requirements of AR 600-9.
 3. ARNG applicants must be able to serve at least 3 years in AGR status prior to completing 18 years of Active Service or mandatory removal from active service based on age or service (without any extensions) under any provision of law or regulation as prescribed by current directives.
 4. AGR soldiers will not be reassigned during the first 36 months of their initial tour except in the event of mobilization, force structure changes, or an exception to policy granted by the AGR program manager.
 5. Must possess the grade equal to or below that authorized for the AGR duty position.
 6. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
 7. Permanent Change of Station (PCS expenses may be authorized for this position. Authorization of payment of PCS expenses will be granted only after a determination is made that PCS is in the best interest of the Arizona Army National Guard and upon availability of funds from the National Guard Bureau.
 8. Additional qualification requirements are outlined in NGR 600-5, AR 135-18 and other applicable regulations and laws governing the Active Guard/Reserve Program.
 9. Must not be flagged in SIDPERS for weight, APFT, security violations or pending any adverse actions
 10. Applicants who answer "yes" to questions 8, or 12-17 of section IV, NGB Form 34-1, or have not completed Initial entry training (IET) are ineligible to apply. DD214(s) that have unfavorable remarks to include; unsatisfactory performance, misconduct, dropped from the rolls (DFR), unsuitability/unfitness or in lieu of court-martial (AR 135-18, AR 135-91 Chapter 4,26, AR 135-178 Chapter 8,3 and 635-200 Chapter 11) are also ineligible to apply.
 11. Individuals selected for AGR tours that cannot obtain 20 years of Active Federal Service prior to reaching mandatory separation, must complete a statement of understanding acknowledging this fact. Waiver authority rests with the Human Resource Officer for non-control graded positions and with National Guard Bureau (NGB) for control Graded positions.
 12. The Arizona National Guard, at its sole discretion, reserves the right to pursue waivers, when applicable, IAW AR 135-18, Table 2-2 and NGR 600-5, Table 2-1.
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KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:**Army Military Occupational Specialty- 36B**

Physical demands rating and qualifications for initial award of MOS. Financial management technicians must possess the following qualifications:

- (1) A physical demands rating of Moderate (Gold).
 - (2) A physical profile of 323321.
 - (3) Per AR 600-8-19, promotion to MSG and SGM requires an interim secret eligibility or higher.
 - (4) Qualifying scores.
 - (a) A minimum score of 105 in aptitude area CL on Armed Services Vocational Aptitude Battery (ASVAB) tests administered prior to 2 January 2002.
 - (b) A minimum score of 103 in aptitude area CL on ASVAB tests administered on and after 2 January 2002 and prior to 1 July 2004.
 - (c) A minimum score of 101 in aptitude area CL on ASVAB tests administered on and after 1 July 2004.
 - (d) A minimum OPAT score of Standing Long Jump (LJ) - 0120 cm, seated Power Throw (PT) - 0350 cm, Strength Deadlift (SD) - 0120 lbs., and Interval Aerobic Run (IR) - 0036 shuttles.
 - (5) No record of conviction of any crime involving moral turpitude.
 - (6) No record of any information that might adversely reflect against the character, honesty, or integrity of the Soldier.
 - (7) Formal training (completion of MOS 36B course conducted under the auspices of the U. S. Army Financial Management School) required.
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BRIEF JOB DESCRIPTION:

The WAATS Brigade finance management technician performs duties specific to the following financial management processes: budgeting, disbursing, and accounting for government funds; payment for travel and commercial vendor services; pay support of Soldiers and foreign national employees; and internal control operations. Financial management technician perform the duties shown in the preceding level of skill, provides technical guidance to personnel in accomplishment of those duties and supervises financial management operations. Financial management advisor providing technical and operational advice to commanders on all matters relating to financial management. Ensures SIDPERS data is reconciled per appropriate regulatory guidance. Reviews personnel status documentation for completeness and accuracy and ensures data is posted to military records. Types military and non-military correspondence and forms in draft and final copy. Prepares and maintains files IAW the Army Records Information Management System (ARIMS). Inputs orders (AFCOS), and prepares requests for orders for various personnel actions; maintains suspense file and ensures proper submission and distribution of completed orders. Completes awards per regulatory

requirements and supports awards ceremonies. Reviews research and verifies IPERMs transactions. Initiates, reviews, researches and processes MILPO transactions. Utilize LOD & AVS programs. Have the ability to communicate clearly both verbal and in writing. Working knowledge of My Unit Payroll Program preferred. All other duties as assigned.

Selecting Supervisor: WOC Cassandra Yorgensen

Nominating Official: LTC Stephen Sawyer